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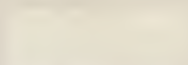
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QUARTERLY REPORT  
OF THE  
STATE VOCATIONAL SCHOOL FOR GIRLS  
HELENA, MONTANA  
March 31, 1953



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## STATE OF MONTANA

### STATE BOARD OF EXAMINERS

|                      |                    |
|----------------------|--------------------|
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### STATE BOARD OF EDUCATION

#### EX-OFFICIO MEMBERS

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|----------------------|------------------|
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#### APPOINTED MEMBERS

|                      |                      |
|----------------------|----------------------|
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| G. A. Bosley         | Great Falls, Montana |
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|                    |                   |
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HELENA, MONTANA

APRIL 1, 1953

To the Honorable Governor and  
The State Board of Education:

It is my privilege to submit to you the quarterly report for the period beginning December 1, 1952, and ending March 31, 1953.

MOVEMENT OF POPULATION

|                                       |    |                       |
|---------------------------------------|----|-----------------------|
| Enrolled January 1, 1953              | 67 |                       |
| New Girls admitted 1/1/53--3/31/53    | 8  |                       |
| Discharges by Executive Board (March) | 9  |                       |
| Enrollment April 1, 1953              | 66 | Present Enrollment 69 |

2846 days of care for inmates. County reimbursements by check \$1423.00 which was deposited in General Fund #101.

|                         |    |          |    |               |
|-------------------------|----|----------|----|---------------|
| In school--Jan. 1, 1953 | 32 | April 1, | 37 | At present 40 |
|-------------------------|----|----------|----|---------------|

Only one runaway since January 1, 1953. That was on January 29, 2 girls.  
We are proud of our perfect attendance record for February and March of this year.



## ADMINISTRATION

### Office

Miss Ruby A. Miller  
Miss Annette Lewis  
Miss Nellie McKnight  
Miss Louise Branson  
Mr. Martin Van Diest  
Mr. Brice Vercellin  
Mr. Joe John

Superintendent  
Field Vistor and Ass't Superintendent  
Bookkeeper and Business Manager  
Office Assistant and Relief Officer  
Engineer, Plumber, etc  
Supply and Commissary  
Helper - Gardener etc.

### Cottage Staff

#### Canady Hall:

Head House Mother & afternoon Matron  
Morning Matron  
Night Matron  
Relief Matron & Beauty Culture  
Kitchen Supervisor

Mrs. Margaret Webb  
Mrs. Mary O. Jackson  
Mrs. Grace Monahan  
Mrs. Jean Araway  
Mrs. Irene Cowell

#### Maria Dean:

Head House Mother and Morning Matron  
Afternoon Matron  
Night Matron  
Kitchen Supervisor  
Relief Matron

Mrs. Emma Dunn  
Mrs. Lucille Howery  
Mrs. Katherine Keckler  
Mrs. Marie Hanson  
Miss Helen Jensen

### Teachers:

Mrs. Mildred Fredregill

Miss Elaine Hoover

Mrs. GERALDINE Leary

Mrs. Pat Sias

Miss Dora Young

High School Principal, English,  
Biology and Speech Arts.  
Commercial Department, Typing,  
Shorthand, Office Practice, Journalism  
First Aid, Science, Math., History,  
Home Nursing  
Home Making--Cooking, Sewing  
Junior High--Ungraded Room.

We need a Music and Recreational Director.

### Chaplains:

Reverend Edwin Jorstad  
Reverend Henry Koslow  
Reverend Nels Norbeck  
Reverend G. S. Morrell





## STAFF MEETINGS FOR BETTER UNDERSTANDING OF SCHOOLS PROBLEMS

We have found that regular meetings which include all staff members and teachers helps to integrate our thinking in regard to the philosophy of the School. Our turnover in staff sometimes makes it necessary to reevaluate our objectives in order to keep the whole program moving in the direction we want it to go. This schedule of our meetings for the next two months will give you an idea of how we handle this problem. From September to January, when Dr. Wilder became a private practitioner, we had him with us each Wednesday morning. Out of these fine meetings grew a greater desire on the part of our staff members to more seriously appreciate the problems of these girls and the methods employed to meet them.

### MEETINGS FOR STAFF MEMBERS FOR APRIL AND MAY 1953

#### APRIL

|              |                |                                 |                      |             |
|--------------|----------------|---------------------------------|----------------------|-------------|
| 1st Thursday | April 2, 1953  | Cottage Staffs                  | Administration Bldg. | 8:45--10:15 |
| 1st Monday   | April 6, 1953  | M. D. Staff                     | Maria Dean Cottage   | 1:45 p.m.   |
| 1st Tuesday  | April 7, 1953  | C. H. Staff                     | Canaday Hall Cottage | 1:45 p.m.   |
| 3rd Thursday | April 16, 1953 | Cottage Staffs<br>&<br>Teachers | Administration Bldg. | 8:45--10:15 |

#### MAY

|              |              |                                 |                      |             |
|--------------|--------------|---------------------------------|----------------------|-------------|
| 1st Monday   | May 4, 1953  | M. D. Staff                     | Maria Dean Cottage   | 1:45 p.m.   |
| 1st Tuesday  | May 5, 1953  | C. H. Staff                     | Canaday Hall Cottage | 1:45 p.m.   |
| 1st Thursday | May 7, 1953  | Cottage Staffs                  | Administration Bldg. | 8:45--10:15 |
| 3rd Thursday | May 21, 1953 | Cottage Staffs<br>&<br>Teachers | Administration Bldg. | 8:45--10:15 |



### Religious Activities:

Regular services are held at 2:00 P.M. each Sunday. If there is a fifth Sunday in the month, we call on some Minister who is not listed as a regular chaplain.

Midnight services at the Lutheran Church and the Cathedral were attended by all the girls who did not go home for Christmas. All girls were taken by bus Easter Sunday to attend services, of their choice, at the Lutheran, Methodist, Baptist, Assembly of God Churches and the Cathedral.

A Bible Club conducted by Louie Kramp, Area Director for the Youth for Christ Movement is held alternately on Wednesday evenings twice a month at the Cottages. When the director and pianist come early, they have dinner with the girls. They are fine young people and have brought splendid talent with them, which impresses the girls very favorably.

Reverend Rolf Norman meets with a group of Lutheran girls after school each Wednesday. They discuss their problems with him.

At present, since Father Ocorn left we have not had a Catholic Chaplain to help the Catholic girls keep in touch with their religious faith. However, they were taken to Good Friday services. We keep in touch with Father Delaney who tells us of any duties they should obey in carrying out their religious activities.

AMERICAN MEDICAL ASSOCIATION  
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Printed at the Chicago Press, Chicago, Ill.  
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Our appropriation requests for 1953--1955 were granted as follows:

|                                     |              |
|-------------------------------------|--------------|
| For Salary for Superintendent       | \$ 4200.00 * |
| For salaries and expenses           | 95,005.00    |
| For P.E.R.S.                        | 1234.50      |
| For Teacher's retirement            | 562.00       |
| For remodelling Cottage (Adair)     | 10,000.00    |
| For 2 Fire escapes on main building | 5,000.00     |

\*This was cut from the Bill before its final passage.

In addition all monies received from Federal assistance and income from land grants are hereby appropriated.

The last Biennial Report of the Department of State Lands and Investments on pages 11, 14 and 15 when listing the schools and Institutions to benefit by the income from all sources, they are still listing, "State Reform School" as it was listed before 1921 when the school was changed to two institutions Boys Industrial School and Vocational School for Girls. Therefore, we the Vocational School for girls have never since 1921 received any revenue from State Lands. Is this worth looking into? Has this revenue from lands all been sent to Miles City? We are interested to know.

#### PHYSICAL PLANT

Two new roofs completed during winter and spring. \$10,000 had been appropriated for the replacement of roofs on the Gym and the Main Building (Stewart Hall). With the permission of the Board of Examiners, we were able to pay for the following in addition to the two roofs:

Three sets of cement steps at Canady Hall  
Repairs on cement walk between Canady and Main Building.  
Additional room on Pump House to House Auxillary pump which we installed in case the electricity might be cut off when a fire occurred.  
Plaster patching in Canady Hall and Main Building (School rooms).  
We lacked just \$2:00 of having enough out of the \$10,000 to pay for all of these items. We thank the Examiners for granting us the privilege of using this money for these repairs.

The Holly Furniture Company has been most generous in giving us splendid bargains in used furniture. For the sum of \$300.00 we have re-furnished our two cottage living rooms with couches, chairs and lamps, making very attractive living quarters for the girls. They are very proud of their cottages and take great pride in keeping them looking attractive. Development of appreciation for fine things is a part of our rehabilitation program. In order to appreciate a higher standard of living, they must have surroundings that reflect the finer things of life.



## BUSINESS OFFICE

All of the work in the office is up to date as of March 1 of this year and our books have been audited thru December by Mr. Cacciotti.

Our yearly orders for 1952 were in and paid for in December and January. The requisitions for the yearly orders for 1953 are in up to date. Our funds are running low and we are conserving on every corner so we may finish this, the last quarter of the year, in the black.

Because of a dispute over the placing of a fence on the north side of the property we found it necessary to have an abstract made at a cost of \$200.00 by the Helena Title and Abstract Co. This abstract Title will be available at any time in the office at the school.

## FARM

The garden plot which has been used for a number of years finally gave out as far as soil was concerned and quack grass gradually took over.

Our local agriculture extension agent advised us to plow it up and plant alfalfa with a nurse crop of oats and yellow sweet clover. This was done and we harvested some good feed for our two old horses thru the winter.

Twice a year we buy feeder pigs, grow them out to about 280-300 pounds. The Montana Meat process them for us and we have ham, bacon, fresh loins, lard and sausage.

We lease out approximately 380 acres of pasture and hay land in two leases and take produce in return. One lease supplies beef over a period of 5 months. On the other lease we obtained our winter supply of potatoes and will have enough to run until the new crop comes in.

The old gardiner is busy cleaning up the grounds and will plant annual flower seeds to beautify the grounds. We also have hot beds going in the green house.

## WISHFUL THINKING:

We need new equipment in our Laundry. (second hand years ago)

We need new beds for our girls and matrons. (this is important)

We need playground equipment. (place to work off surplus energy)

We need garages to care for the state and staff cars. (now)

We need a swimming pool. Our girls are good swimmers. We have to take them to the Y.M.C.A. This is one of our many transportation problems.

We need a complete paint job in cottages, especially where plaster was patched. It has been four years since any interior painting was done.





## Medical Care of Inmates.

We avoided an epidemic of Flu by having quantities of Quinine on hand.

Trips to M. D. are made each Wednesday P. M.  
Trips to the Dentist are made each Friday P. M.  
Trips to the Oculist are made by appointment.

The following amounts were spent during the past quarter for maintenance of Health:

|                       |          |
|-----------------------|----------|
| Hospitalization       | \$214.30 |
| Drugs by Prescription | 74.58    |
| Glasses (eye care)    | 179.00   |
| Dentistry             | 75.00    |

The Mobile X ray Unit was at the school. All were in good shape as far as TB is concerned as no cards came back with unfavorable reports.

### Twenty-One Probation Officers and Twenty-Three Judges Visit School

The Executive Board of the Vocational School for Girls sponsored a meeting of probation officers and deputy probation officers at the School on November 18, 1952. This group was fortunate in securing the services of John Schapps, Western Director of the National Probation and Parole Association. During the business meeting plans for a permanent organization of this group were discussed. The girls of the Home Economics department prepared and served lunch, the girls in the cottages entertained the group for dinner.

When the District Judges met in Helena, the program included lunch at the Vocational School. Our girls welcome such opportunities to entertain. A visit to the school is worth much more than any report and we are glad to have interested persons inspect our program first hand.

The Sunshine Home Demonstration Club met at the school in March. Mrs. Sias served a very lovely dessert. The ladies conducted their meeting in the Assembly, some of them had never seen the School before. Miss Miller spoke to them about the aims and objectives of the program.

In cooperation with the State Welfare Department we entertained Mrs. Naguib Hamid an exchange student from Egypt for two weeks and provided her an opportunity to know our program and live as a member of our group.

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## RECREATION

We have been handicapped this year by the lack of both music and physical education teachers.

Twice a week we take groups to the Helena Y.M.C.A. for swimming. This is a very important part of our program and we often wish for our own swimming pool so that we could more easily and effectively use this recreation resource. During the summer months we make trips to Lake Hauser for outdoor swimming.

Twice a month we have a special instructor for square dancing. We have a large gymnasium and during the last year purchased a record player that we use for the dance music. Our group has been enthusiastic and will go to the Fort Harrison's Veterans Hospital for a square dance exhibition this month.

One of the first signs of spring in the valley was the beginning of softball practice. Our group has belonged to the Helena Women's League for some years and we always start each spring with hopes for a bigger and better softball team.

In our gym, the girls play volleyball, basketball, ping pong, badminton and rollerskate. These activities are spasmodic and casual in the absence of a regular instructor or director.

## MUSIC

We find some difficulty in using part time instructors for parts of a music program that is not integrated into the school program. We have had a few students interested in piano and some interested in other instruments. At present we have one piano student who is capable of concert work and we are providing special lessons for her with the assistance of her parents.

Camping in the school program:

The love of nature is latent in every child. The value of democratic group living which we find in the residence school can be extended to the camping program.

This is the second year that our groups have used a cabin in the old mining town of Rimini for weekend and vacation camping trips. This location offers many interesting activities, exploring the ghost town, climbing mountains, collecting rocks, observing wild life and practicing personal responsibility for group comfort and safety.

Our girls love the mountains and the trees. Around the campfire they share the comradeship and magic of outdoor living. There is strength and peace in this approach to pioneer life.

In the summer months we have a tent in addition to the cabin. The work of camp is easily divided and camp chores rotated so that each camper receives a total view of camp life.

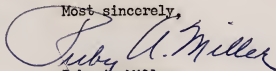
This part of our program is important to our girls and lives in conversation and pictures long after our return to the Helena Valley.



We welcome any suggestions from the board at any time, for the betterment of our program.

Please feel free to visit us ~~when~~ ever it is convenient for you to do so. Thank you ~~all~~ for your kind cooperation.

Most sincerely,

A handwritten signature in cursive script that reads "Ruby A. Miller". The signature is written in dark ink and is positioned above the printed name and title.

Ruby A. Miller  
Superintendent

THE UNIVERSITY OF CHICAGO  
DIVISION OF THE PHYSICAL SCIENCES  
DEPARTMENT OF CHEMISTRY  
5301 S. DICKINSON DRIVE  
CHICAGO, ILL. 60637

# VOCATIONAL SCHOOL FOR GIRLS

## FINANCIAL STATEMENT

February 28, 1953

|       |                        |                     |                 |
|-------|------------------------|---------------------|-----------------|
| 521-1 | General Administration | Appropriation       | 91,910.73       |
| 521-2 | " "                    | P.E.R.S             | 1,396.71        |
| 521-3 | " "                    | Teachers Retirement | 529.49          |
| 521-4 | " "                    | Roofing Repair      | <u>5,820.00</u> |
|       |                        |                     | 99,656.93       |

|       |                            |                     |                 |
|-------|----------------------------|---------------------|-----------------|
| 521-1 | Total Expenditures to Date | Operation           | 64,877.34       |
| 521-2 | " " "                      | P.E.R.S             | 734.69          |
| 521-3 | " " "                      | Teachers Retirement | 300.78          |
| 521-4 | " " "                      | Roofing Repair      | <u>5,255.32</u> |
|       |                            |                     | 71,168.13       |

|      |                        |             |           |
|------|------------------------|-------------|-----------|
| 11   | General Administration | Operation   | 18,032.47 |
| 13   | " "                    | Rprs & Rpls | 5.45      |
| 21   | Educational System     | Operation   | 11,457.82 |
| 23   | " "                    | Rprs & Rpls | 85.80     |
| 21-A | Farm                   |             | 1,866.40  |
| 31   | Physical Plant         | Operation   | 10,975.12 |
| 33   | " "                    | Rprs & Rpls | 6,521.64  |
| 41   | Subsistence            |             | 24,209.37 |

### Operating Expense

|    |                        |         |                  |
|----|------------------------|---------|------------------|
| 12 | General Administration | Capital | 241.82           |
| 22 | Educational System     | "       | 164.03           |
| 32 | Physical Plant         | "       | <u>1,840.36</u>  |
|    |                        |         | 2,246.21         |
|    |                        |         | <u>75,400.28</u> |

|       |                      |                 |  |
|-------|----------------------|-----------------|--|
| 521-1 | Expenditures to Date |                 |  |
| 521-2 | " "                  |                 |  |
| 521-3 | " "                  | 71,168.13       |  |
| 521-4 | Claims Pending       |                 |  |
| 72    | Claims Pending       | <u>3,194.65</u> |  |
|       |                      | 74,362.78       |  |

|       |                            |              |                 |
|-------|----------------------------|--------------|-----------------|
| 625-1 | Cash Acct's Trading        | 1005.00      |                 |
| 32    | Production for Consumption | <u>32.50</u> | <u>1,037.50</u> |
|       |                            |              | 74,362.78       |

|                         |           |
|-------------------------|-----------|
| Total Cost of Operation | 73,154.09 |
| Inmates Days 6142       |           |
| Per Capita Cost         | 11.910    |





# TRIAL BALANCE

Showing the condition of the books of the VOCATIONAL SCHOOL FOR GIRLS at the close of business on February 28, 1953.

|       |                             |                    |                   |                   |
|-------|-----------------------------|--------------------|-------------------|-------------------|
| 11    | General Administration      | Operation          | \$ 18,032.47      |                   |
| 12    | " "                         | Capital            | 241.82            |                   |
| 13    | " "                         | Rprs & Rpls        | 5.45              |                   |
| 14    | " "                         | Inventory          | 2,693.24          |                   |
| 21    | Educational System          | Operation          | 11,457.82         |                   |
| 22    | " "                         | Capital            | 164.03            |                   |
| 23    | " "                         | Rprs & Rpls        | 85.80             |                   |
| 24    | " "                         | Inventory          | 5,724.93          |                   |
| 21-A  | Farm                        | Operation          | 1,866.40          |                   |
| 31    | Physical Plant              | Operation          | 10,975.12         |                   |
| 32    | " "                         | Capital            | 1,840.36          |                   |
| 33    | " "                         | Rprs & Rpls        | 6,521.64          |                   |
| 34    | " "                         | Inventory          | 473,728.89        |                   |
| 41    | Subsistence                 |                    | 24,209.37         |                   |
|       |                             |                    |                   |                   |
| 521-1 | General Administration      | Gen. Appropriation | \$ 64,877.34      |                   |
| 521-2 | " "                         | P.E.R.S            | 734.69            |                   |
| 521-3 | " "                         | Teacher's Ret.     | 300.78            |                   |
| 521-4 | " "                         | Roofing Repair     | 5,255.32          |                   |
| 528   | Income Due from Counties    |                    | 3,071.00          |                   |
| 532   | Produce Consumed at School  |                    | 32.50             |                   |
|       |                             |                    |                   |                   |
| 611   | Cash in Office              |                    | 162.71            |                   |
| 612   | Cash in Bank                |                    | 491.04            |                   |
| 625   | Accounts Receivable         |                    | 26,657.71         |                   |
| 625-1 | Accounts Receivable Special |                    |                   | 101.43            |
| 628   | Remittance to General Fund  |                    | 2,910.00          |                   |
| 63    | Reserve for Advance         |                    | 500.00            |                   |
|       |                             |                    |                   |                   |
| 72    | Claims Pending              |                    |                   | 3,194.65          |
| 73    | Inmates Deposits            |                    |                   | 582.20            |
| 74    | Reserve for Advance         |                    | 140.06            |                   |
| 75    | Due the State of Montana    |                    |                   | 500.00            |
| 8     | Surplus                     |                    |                   | <u>509,758.95</u> |
|       |                             |                    | <u>588,408.86</u> | <u>588,408.86</u> |

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